

Carlisle Housing Authority (CHA)  
Meeting Date: February 11, 2010  
Approval Date – March 11, 2010  
Submitted by: Susan Stamps

Attending: Members Alan Lehotsky (Chair), James Bohn, Susan Stamps, and Steve Pearlman (arrived mid-meeting from CPA meeting) (Administrative Coordinator Elizabeth Barnett absent due to illness). Also present: Tom Lane from the Planning Board (PB).

1. Call to Order. 7:49 p.m.

2. Community Input. Alan Carpenito, the only abutter present, expressed concerned that parking was closer to South Street on the most recent plans for Benfield due to salamander constraints - NOAH (the developer) is aware of this concern and is still working on the plans.

- Review of action items from 1/14/10 minutes. Current action items - (A) Barnett reviewed 760 CMR 56.03(2)(b) and will add the “events” listed there to par. 3 of the regulatory agreement/deed restriction for the AAA units. Previous action items - (A) The town has purchased from Metrowest Engineering, and has possession of, the auto-CAD files of the Benfield property site survey. (B) Barnett has checked with the Town of Lincoln on their progress on updating their Housing Production Plan and they are about a year behind Carlisle in progress on the Plan. (C) Barnett has followed up with Selectman Tim Hult a couple of times re: progress on the letter he was planning to write to DHCD in support of extending the 40B certification period for small towns from 2 to 3 years (promised at 9/10/09 joint meeting with Carlisle Housing Trust), with copies to Rep. Atkins, Sen. Fargo, and the list of Carlisle's "comparable towns" - Lehotsky and Barnett decided they will draft the letter and give it to Hult for him to review, finalize and sign. (D) Barnett spoke with Madelyn Grant, the Governor's Director of Appointments, re: approval of Carolyn Ing as Governor's appointee to the CHA (package of letters submitted in early December, 2009 recommending approval) - he/she said of paperwork has been processed, she saw no problems and “we should be hearing soon.”

3. Old business.

a. Benfield Farms<sup>1</sup>

i. ZBA update. Stamps reported on the February 8, 2010 Zoning Board of Appeals (ZBA) public hearing. She said Mark Beaudry and Toby Kramer of the developer, NOAH, reviewed their recent and planned discussions with the Conservation Commission (ConsCom), Planning Board (PB) and Fire Department on various issues and are revising their plans to address town, abutter, and senior concerns. NOAH expects to submit plans for peer review in early March, with a site walk scheduled for shortly thereafter.

ii. Other. Lehotsky reported that he met with the Board of Selectmen (BOS) on February 9 to request that they waive application and permit fees for the Benfield

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<sup>1</sup> Application for comprehensive permit submitted to ZBA on 10/23/09, hearings so far 11/23/09 (opened and closed), 12/14/09, 1/12/10, 1/27/10 and 2/9/10. Notice of Intent submitted to ConsCom on 12/7/09.

project - the BOS was receptive to waiving or reimbursing fees from their funds or the Housing Trust.

4. New business.

a. CPA funding of housing coordinator position. Pearlman reported that at the Community Preservation Committee (CPC) meeting tonight, the CPC voted to fund Barnett's position as housing coordinator with reduced hours, with her position limited to working on housing issues (she had previously supported other committees and town initiatives, too). Lehotsky noted that the CHA should have been consulted on the change in Barnett's status and was not consulted- he would follow up with BOS.

b. Request for comment on Planning Board Rules & Regulations Subdivision Revisions. Discussion deferred to next meeting

5. Minutes approved. On a motion made by Lehotsky and seconded by Bohn, it was VOTED 3-0 to approve the 1/28/10 minutes.

6. Next meeting date. Meeting scheduled for February 25, 2010 cancelled due to not a quorum of members being able to attend; next meeting March 11, 2010.

7. Meeting adjourned. On a motion made by Bohn and seconded by Lehotsky, it was VOTED 4-0 to adjourn. Meeting adjourned at 8:35 p.m. (Lehotsky and Stamps then attended ConsCom meeting while it considered NOAH plans).

## ACTION ITEMS

A. Members to complete at the next meeting their review of the PB's mark-up of the regulatory agreement/deed restriction for the AAA units and 1/12/10 PB Memorandum regarding the marked-up document. Barnett will add to par. 3 the "events" listed in 760 CMR 56.03(2)(b).

B. Barnett and Lehotsky to draft letter for Selectman Tim Hult to review, finalize and sign; letter to go to DHCD in support of extending the 40B certification period for small towns from 2 to 3 years (promised at 9/10/09 joint meeting with Carlisle Housing Trust), with copies to Rep. Atkins, Sen. Fargo, and the list of Carlisle's "comparable towns."

C. Barnett to follow up with Madelyn Grant, the Governor's Director of Appointments, re: approval of Carolyn Ing as Governor's appointee to the CHA again if appointment does not arrive soon.

D. Lehotsky to follow up with BOS re: reduction in Barnett's hours and CPA funding for her position.

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From previous minutes:

A. Barnett to follow up with Governor's office on package of letters submitted in early December, 2009 recommending approval of Carolyn Ing as Governor's appointee to the CHA.

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